

**PUBLIC ADMINISTRATION 9902
THE POLICY PROCESS IN LOCAL GOVERNMENT**

Instructor: Zachary Spicer
Classroom: City of Vaughan Town Hall
9:00am - 4:30pm
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COURSE DESCRIPTION

This course examines the policymaking process in Canadian local government. We will explore established theories and designs in public policy along with examining the specific scope and constraints of policymaking in local government in Canada. Students will learn how the complex environment of public sector organizations produces both challenges and opportunities for public sector managers, and will work through case material that requires them to apply insights from management and public administration literature to real-world local government settings.

REQUIRED TEXT

We will be using the following textbook, which may be purchased at the campus bookstore or online:

Peters, B. Guy. *Advanced Introduction to Public Policy*. Cheltenham, UK: Edward Elgar

Any other reading material will be placed on the course website

COURSE REQUIREMENTS

Participation: 25%

While this class is designed with a mix of seminar and lecture activity, students are expected to participate in classroom discussions. As such, each student must come prepared and participate regularly. Students will be graded based upon their attendance, understanding of reading material and quality of participation.

In-Class Quizzes: 20%

Students will be required to take four in-class quizzes (each worth 5% of the total grade). These quizzes will be held at the conclusion of our classes on February 8th, March 1st, March 22nd and April 5th. Students will have 30 minutes of class time to complete the quizzes, which will be available via the OWL platform. Each student will be responsible for having access to a device that can accommodate

an online quiz. Quizzes will be based entirely on the assigned reading for that day.

Policy Design Sessions Participation: 25%

The afternoon of each class will be spent in a policy design and discussion session. Students will be separated into groups, where they will use class time to design solutions to policy challenges. Students will work collaboratively to complete components of the policy design process and will be responsible as a group for answering assigned questions and completing assigned tasks. Each design session will include an introduction to the policy problem or challenge from the instructor. Students will then work collectively to solve the challenge and be graded as a group based upon their efforts (5 design sessions at 5% each). Further details on each assignment will be given in class. Students should be prepared to present their findings and conclusions and submit a written copy of their work at the end of each class.

Policy Design Session Reflection: 30%

Students will submit a reflection on their experience in the policy design sessions. This is a written assignment that will be submitted electronically one week after the conclusion of the course (April 12, 2019, no later than midnight). The assignment should be no more than 8 double-spaced pages. More information on the assignment will be available during our final class.

COURSE SCHEDULE

Class will begin each day at 9:00am and conclude at 4:30pm. Each class will include a 60-minute break for lunch and two 15-minute breaks in the morning and afternoon. The morning portion of each class will consist of a combination of lectures from the instructor and seminar activity. Students are expected to come prepared to discuss class materials. The afternoon of each class will be devoted to our policy design sessions and a quiz. Each design session will begin with a brief lecture by the instructor to establish the challenge. Students will then work collaboratively on their policy design challenges, under the observation of the instructor.

A note of caution: Students are expected to read assigned material prior to each class. Failure to do so will substantially impact your final mark, given that so much of our in-class activities will depend on your comprehension of assigned readings.

January 25 Committee Room 242	Morning	Introduction to Course Reading: - Chapter 1: Public Policy: A Design Perspective - Chapter 2: Policy Problems
	Afternoon	Introduction to Policy Design Sessions Policy Design Session: - The Future of Work
February 8 Committee Room 242	Morning	Reading: - Chapter 3: Models of Policy Making
	Afternoon	Policy Design Session - Cannabis Legalization Quiz
March 1 Committee Room 242	Morning	Reading: - Chapter 4: Agendas, Agenda-Setting and Framing
	Afternoon	Policy Design Session - Airbnb Quiz
May 22 Multi- Purpose Room	Morning	Reading: - Chapter 5: Designing Intervention and Implementation - Chapter 6: Policy Instruments
	Afternoon	Policy Design Session - Online Voting

		Quiz
April 5 Committee Room 242	Morning	Reading: <ul style="list-style-type: none"> - Chapter 7: Evaluating Public Policy: An Introduction - Chapter 8: Evaluating Public Policy: The Utilitarian Dimension - Chapter 9: Normative and Ethnical Analysis of Policy
	Afternoon	Policy Design Session <ul style="list-style-type: none"> - Bill 5 and Toronto's Council Composition Quiz